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Subject: draft minutes for the CSC Meeting of November 9, 1999
To: CLASSIFIED_STAFF_REPS@CLEMSON.EDU

DRAFT

**CLEMSON UNIVERSITY
CLASSIFIED STAFF COMMISSION MINUTES
Tuesday, November 9, 1999**

Present: Patty Ables, Karen Addis, James Amick, Jennifer Arblaster, Alexandra Barnes, Brian Becknell, Cathy Bell, Barbara Bergman, Roxanne Bernard, Lynn Boiter, Kathy Bragg, Joyce Bridges, Sandra Burkett, Brandy Burns, Debbie Calhoun, Harold Campbell, Jenna Donald, Darline Graham-Boggs, Dianna Haynes, Wendy Howard, Jean Kopczyk, Scott Logan, Martha Morris, Greg Padgett, Robin Page, Sandra Parker, Pam Parnell, Stephen Perry, Wanda Reed, Tammy Rothell, Olivia Shanahan, Betsey Shira, Charlotte Swafford, Barbara Warmath, April Warner

Absent: Bonnie Arrick, Jerry Beckley, Chris Caracciolo, Susan Eller, Jerry Fincannon, Ruth Griffin, Cory Massey, Brenda Norris, Shirley Vandiver, J.G. Williams

Guests: Bertha Duncan, Dave Scherrep, Phyllis Fisher, Kathy McAlister, Evelyn Gantt, Debra Gallasoy, Annie Walker, Lois Holder, Gary Smith, Richard Meares, Macy Jones, Tina Jurecek, Joan Davis, Allen Lohmann, H. Kinard Holiday, Wanda Barnes, Randy Tollison, Shane Hampton, John Crane, Peter Kapaluale, Pam Durham, Ronald Hall, Carol Todd, Virginia Cox, Mervet Behery, Yasue Wardlaw, Phil Rogers, Nancy King, Sue Hendrix, Bobby Jordan, Julia Williams, Lauren Gaines, Tecora Dendy, Sharon Smith, Bassia Washington, John Rice, Sylvia Keasler, Betty Alexander, Vendora Hamilton, Niva Kmoth, Wanda Smith, John Straus, Susan Davidson, John Freeman, Linda Schoulties, Tenneil Daniels, Debra Spararina, Phil Landreth, Tina Land, Melissa Roberts, Patricia Washington, Joni Presley, Barbara Walker, Susan Cobb, Clara Reese, Annie Ruth Johns, Johnny Carn, Tony Mason, Lucille War, Kendell Payne, Selina Charles, Mary Carver, Barbara Owens

Cathy Bell called the meeting to order at 10:03 AM.

1. **Guest Speaker:** Mr. James Barker, Dean of the College of Architecture, Arts and Humanities and incoming President talked about the future of Clemson University. He wants to hear from us. He outlined his ten-year goals for the Board of Trustees. He plans to go back to teaching after his tenure as President. He would like Clemson to move into the list of top 20 national public universities (we are currently tied at 38). We need to focus on basics: teaching, research and public service. He would like Clemson to raise 100 million outside of research. He would like Clemson to take mission of public service to all areas of Clemson in every discipline. He would like to see Clemson win another national championship in athletics. He would like to see the chorus perform at Carnegie Hall. He would like to bring a Phi Beta Kappa chapter to Clemson. He would like two Rhodes scholars in the next ten years. We need to focus on implementing concepts and establish sense of community at Clemson. We need to have a diverse inclusion. Collaboration working together as a natural way we

do business across college lines. Clemson is distinctive university. We need to focus on our differences. We need investments in our library. We need to focus attention on salaries. We need to look at international activities. We need to align teaching with global economies. We need growth plans for international students and faculty. AAH has programs on six continents. We need to do more to integrate students. Collaboration of staff is critical. Historically, we have been specialists, but the world is changing. We need staff development opportunities, cross training, and a broader knowledge base. We need to know more about information technology. Collaboration is a state of mind. State system does not encourage collaboration and advancement. The system needs to be reviewed to made more horizontal. IT commitment is essential. Upgrades to technology are necessary. We need to strive to be more communicative. Off-campus, hard to keep qualified professionals especially in service areas. Service has to go back to classrooms. Retention we lose many good people. Salary is important but sense of community is what we need the most.

2. The minutes were approved as amended.

3. **Open Commentary** none

4. **President's Report:** Comments from Cathy Bell

A. **Academic Council:** Brian was unable to attend.

B. **Administrative Council:** They have not met recently.

C. **Board of Trustees:** CSC will be on agenda for next meeting.

D. **Legislative Affairs** is starting to have legislative luncheons and meetings. Cathy Skinner is Director of Interagency Initiatives.

E. **President's Cabinet:** Has not met recently. Next meeting on Monday.

F. Please get involved in Solid Orange Campaign. We want to increase the number of staff participants. Classified staff has 451 donors up from 256.

G. **President's Commission on the Status of Black Faculty and Staff:** They submitted their report to the Administrative Council. They have many of the same concerns that we do.

5. **Treasurer's Report:** Greg Padgett reported he received his first budget report from CUBS2000. He is looking into performance credits. Vending account for our special events. Keep your ideas coming.

6. **Committee Reports:**

A. **Standing Committees:**

1. **Membership:** Alexandra Barnes reported they would meet directly after the CSC meeting. Lynn Boiter has been appointed as the new representative in Area #21 serving until 2001. Her address: University Facilities, Klugh Ave; email: SLJONES; and phone: 656-0135. *use* Lynn will serve on the Scholarship Committee. The review of representatives is now in process so that we may proceed with election. Alexandra and others met with Bob Wells of FMO regarding vacancies there. Recommendations for appointment to fill a vacancy are to go to the Executive Board for approval. Let Alexandra know if you don't have name badge or placard.

2. **Communications:** Karen Addis reported for Jerry Beckley that the web address is www.clemson.edu/csc. Contact Barbara regarding errors you see on web page. Newsletter will be done quarterly.

3. **Policy & Welfare:** April Warner reported SCSEA Legislative Dinner is November 16th at Just More Barbecue. Cost is \$5 advance/\$8 at the door. They met again with Carolyn Brown; Prescription card was a big issue.

4. **Scholarship:** Brian Becknell reported for Cory Massey their next meeting is 11/15, 9 AM at Clemson House.

B. **Ad Hoc Committees:**

1. **Ad Hoc Committee on Salaries:** Pam Parnell Resolution was un-tabled in a motion by Pam. The motion was seconded. Discussion followed. Pam will allow it to be tabled and let you give it to your constituents. Bernard motioned for a call for a vote. That motion was seconded. The vote passed by majority. The resolution will be sent to the Administrative Council. Representatives should let their constituents know we have done this.

C. **University Committees:**

1. **Accident Review Board:** Willie Williams reported there was no meeting last month.

2. **Athletic Council:** Cathy Bell reported that they met on Oct 21 and received a copy of the Final Report of the NCAA Division I Working Group to Study Basketball Issues. See Cathy if you'd like to review or have a copy. The Council also took a tour of the Rowing team's facilities and the new outdoor golf driving range and facilities.

3. **Bookstore Advisory:** Cathy Bell reported they have not met. Cathy has resigned and is asking Wendy Howard and Bonnie Arrick to be our representatives.

4. **Budget Council:** Greg Padgett reported no meeting last month.

5. **CATS:** Robbie Nicholson reported a \$550,000 federal appropriation would replace five of the system's older and smaller buses, with new and larger ones. Money from the Fiscal Year 2000 Transportation Appropriation bill will replace 10-year-old busses that seat 15-20 passengers with buses that seat 45 and have standing room for another 20-30 passengers. Rep. Lindsey Graham, announced the availability of the monies, and praised the service of the system. In addition to replacing the bus fleet, CAT also plans to add an automated bus wash to help protect its investment in the fleet, computer equipment to complete its automated vehicle location project, and equipment to continue its Driver Safety Training Program. The first annual CAT Bus Rodeo was held on Sat., Oct. 30, in P-1 parking lot. Drivers were challenged to drive their buses through an obstacle course. It was a fun day for all who participated, Drivers and family members. Listed are some facts regarding the system: 1) Last month 97,463 passengers took buses in Clemson. 2) Presently, CAT is the largest fare-free public transportation system in the country. 3) There were 519,000 passengers riding the bus last year. 4) CAT has the highest ridership of any transit system of its size in South Carolina. 5) In 1998 CAT served more than 492,000 passengers, an increase of nearly 25 percent over 1997.

6. **Faculty Senate Budget Accountability Committee:** Debbie Calhoun reported they met on Nov 5. The report listing employees earning over \$50,000 and the report listing employees earning between \$30,000-\$49,999 will be available in the Library on Tuesday afternoon, Nov 9. Debbie, Bryan and Cathy are to meet with Kinley Sturkie and the Faculty Senate Finance Committee.

7. **Human Resources Advisory:** Olivia Shanahan reported for April Warner no new Drug Card will be issued.

8. **Joint City/University:** Greg Padgett reported they met on Nov 1, where the guess speaker was President Elect Barker addressed the importance of Clemson University and the town of Clemson continuing to work closely in making decisions and improvements to our community. He says that Clemson is a very special town and many who are new to the area continue to recognize that. Projects to start are Edgewood Drive in Clemson in mid-Nov and landscaping on 123 where it intersects with College Ave. On campus building includes a \$23 million BioEngineering building and a 300 bed west campus residence hall and 400 bed east campus apartment expansion. Census 2000 will begin soon and it is very important that all participate to help with all future planning.

9. **Parking Advisory:** Barbara Bergman reported administration is putting out free

parking program. They may return half of parking fees for those employees who are willing to park in remote area starting in December. Parking Task Force is brainstorming on parking issues. Thornton Kirby, chair, states they are due to meet in December.

10. President's Commission on the Status of Women: Myra Cato reported they met Oct 22, where discussion centered on input for Elder Care Brochure to be finalized and then to be distributed to women and new hires (during HR new employee orientations). They also discussed how to best address the concerns/ consensus of the Sexual Harassment survey conducted by the Commission this past school year 1998-1999 and feasibility of conducting a valid campus Safety Audit was also a topic of discussion. Next meeting is Nov 19, 1999.

11. Recreation Advisory: Steve Perry reported they did not meet last month.

12. SCSEA: Joan Davis reported for Betty Cook Legislative Dinner is November 16 at 6:30 PM Cost is \$5 in advance. Legislators from Oconee, Pickens and Anderson counties have been invited. See her if you would like to purchase a ticket.

13. Travel Services User Group: Cory Massey reported they met on Oct 26. John Gilbert discussed Airfares and Car Rental. John reported on the article in the Inside Clemson referring to travel. Effective Nov 12, 1999, CU and Small World has agreed to end the Travel contract between the two parties. CU Travelers are free to find travel through the best means they can, Internet, Small World or whom ever. Travel Tickets will continue to be paid by Departmental Credit Cards. If Traveler or departments have trouble paying with departmental credit card, use personal card and report information in travel voucher for reimbursement. Suggestion to department is to establish procedures of reporting (records of) travel expenses to Comptroller Office. John Gilbert sent letter to local Travel Agents in the Area (Anderson, Clemson, Greenville, etc.) requesting information on travel benefits they could offer to CU Travelers and any other benefit they might offer, (such as Travel Insurance to travelers using their company, Fare rates, any other special info they might offer). This info will appear on the Travel Web Page only if it is deemed pertinent to CU Travelers. We will use "marketplace competition" as our ticket purchase policy until there is dissatisfaction with cost to the University or some other part of this program.

14. Union Advisory: Robin Page reported they did not meet last month.

7. Unfinished Business:

A. Parking Review Board Appointments: Need 5 representatives and 4 alternates. Let Cathy know if someone is interested.

8. New Business none.

9. The meeting adjourned at 11:55 am.

NEXT MEETING: Tuesday, December 14, 1999, 10:00 AM in the Student Senate Chambers.

Happy Holidays!

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